



City of Rockville
Department of Recreation and Parks
 Forestry Division
 240-314-8705 • www.rockvillemd.gov
 14625 Rothgeb Drive, Rockville, MD 20850-5312

Single Family Residential ☐
 Preliminary ☐
 Final ☐
 Amended ☐

FCP

APPLICATION FOR FOREST CONSERVATION PLAN (FCP) REVIEW

PROJECT IDENTIFICATION:

Application is hereby made with the City of Rockville for approval of a Forest Conservation Plan Review for the property described below:

PLEASE PRINT CLEARLY OR TYPE	PROPERTY ADDRESS											
	NUMBER, STREET & ZIP											
	SUBDIVISION		LOT		BLOCK		NO. OF ACRES		TAX ACCOUNT NO.			
	ZONING		SINGLE RECORD LOT <input type="checkbox"/> YES <input type="checkbox"/> NO		PLAT BOOK NO.		PLAT NO.		LIBER		FOLIO	
NAME				MAILING ADDRESS – NUMBER, STREET, CITY, STATE, ZIP				PHONE / FAX / E-MAIL				
APPLICANT*	FIRST											
	LAST											
PROPERTY OWNER	FIRST											
	LAST											
ENGINEER/ OTHER	FIRST											
	LAST											
QUALIFIED FCP PREPARER:	FIRST											
	LAST											

LICENSED MD FORESTER

NUMBER: _____

☐ **MD DNR QUALIFIED PREPARER**

LICENSED MD LANDSCAPE ARCHITECT

NUMBER: _____

☐ **ISA #:** _____

(SINGLE FAMILY ONLY)

* A letter of authorization from the owner must be submitted if this application is filed by anyone other than the owner

☐ **CORPORATION:**

☐ **PARTNERSHIP**

☐ **GENERAL**

☐ **LIMITED**

 Jurisdiction in which Organized

 Name of Person Signing

 Title

Description of what this FCP is for _____

NRI/FSD# _____

Other City Permit #'s for this project _____

I hereby certify that I have the authority to make this application, that the application is complete and correct and that I have read and understand all procedures for filing this.

Signature of Applicant _____

Received by: _____
Date: _____
Total fee: \$ _____
FTP No: _____

See reverse side



APPLICATION CHECKLIST

FOREST CONSERVATION PLAN (FCP) REVIEW

Please complete this checklist and include it as part of the application submittal. Each item on the checklist must be contained in the application packet. If items are missing, the application cannot be accepted.

Required Items for Natural Resources Inventory (NRI)/Forest Stand Delineation (FSD)

I. Preliminary Forest Conservation Plan

APPLICABLE NOT

- | | | | | | |
|--------------------------|--------------------------|--|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Plan review fee | <input type="checkbox"/> | <input type="checkbox"/> | Existing and proposed contour lines including spot elevations where applicable, i.e. walls, highpoints |
| <input type="checkbox"/> | <input type="checkbox"/> | Approved NRI/FSD, 1 copy | <input type="checkbox"/> | <input type="checkbox"/> | Existing structures including buildings, sidewalks, utilities, fences, driveways, etc. to be removed and method of removal |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicable items from approved NRI/FSD on plan, i.e. stream valley buffer | <input type="checkbox"/> | <input type="checkbox"/> | All proposed construction i.e., buildings, roads, sidewalks, stormwater management facilities, etc. and site improvements i.e., walls, paths, signs, benches, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicable zone and pertinent afforestation and conservation threshold levels | <input type="checkbox"/> | <input type="checkbox"/> | All existing and proposed utility locations, easements and rights of way |
| <input type="checkbox"/> | <input type="checkbox"/> | Forest Conservation worksheet | <input type="checkbox"/> | <input type="checkbox"/> | Proposed dedication including road and land areas. |
| <input type="checkbox"/> | <input type="checkbox"/> | Plan showing the same as above including the L.O.D., all significant trees and their C.R.Z's | <input type="checkbox"/> | <input type="checkbox"/> | Location and type of sediment control devices or include copy of SCP |
| <input type="checkbox"/> | <input type="checkbox"/> | Written justification for disturbing priority retention areas | <input type="checkbox"/> | <input type="checkbox"/> | Sequence of construction |
| <input type="checkbox"/> | <input type="checkbox"/> | Written justification for clearing below break-even point | <input type="checkbox"/> | <input type="checkbox"/> | Location and type of tree protection measures |
| <input type="checkbox"/> | <input type="checkbox"/> | Written justification for requesting fee in lieu | <input type="checkbox"/> | <input type="checkbox"/> | Location of permanent protection devices |
| <input type="checkbox"/> | <input type="checkbox"/> | Significant Tree Table per approved NRI/FSD with proposed disposition (save or remove) of all significant trees and the number of replacement trees required, shown on plan & submitted on 81/2x11 sheet | <input type="checkbox"/> | <input type="checkbox"/> | Specifications/details for protection devices |
| <input type="checkbox"/> | <input type="checkbox"/> | All existing utilities, easements, and rights of way accurately shown | <input type="checkbox"/> | <input type="checkbox"/> | City of Rockville Tree Protection Notes |
| <input type="checkbox"/> | <input type="checkbox"/> | All proposed SWM facilities, utilities, dedication areas, and easements | <input type="checkbox"/> | <input type="checkbox"/> | Planting plan showing reforestation, afforestation and significant tree replacement including Tree Planting List with type, size, quantity, and form for all trees. |
| <input type="checkbox"/> | <input type="checkbox"/> | Any other information the City Forester deems necessary | <input type="checkbox"/> | <input type="checkbox"/> | City of Rockville Planting Details and Notes |
| | | | <input type="checkbox"/> | <input type="checkbox"/> | Copy of Landscape Plan |
| | | | <input type="checkbox"/> | <input type="checkbox"/> | Any other information the City Forester deems necessary |

II. Final Forest Conservation Plan (including Single Family lots)

APPLICABLE NOT

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Plan review fee |
| <input type="checkbox"/> | <input type="checkbox"/> | All applicable items from the approved NRI/FSD |
| <input type="checkbox"/> | <input type="checkbox"/> | All information required in a preliminary forest conservation plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed City of Rockville Forest Conservation worksheet |
| <input type="checkbox"/> | <input type="checkbox"/> | Significant Tree Table to include: all significant trees, size, condition, disposition, tree protection and preservation measures, if applicable, and number of replacement trees required, if applicable, shown on plan & submitted on 81/2x11 sheets |
| <input type="checkbox"/> | <input type="checkbox"/> | Forest retention areas including size of area(s) and priority designation of area(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | Forest cleared areas including size of area(s) and priority designation of area(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | Reforestation area(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | Afforestation areas(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | Limits of disturbance |
| <input type="checkbox"/> | <input type="checkbox"/> | Stockpile areas for soil, material, equipment and staging |
| <input type="checkbox"/> | <input type="checkbox"/> | Concrete washout area |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of temporary trailers including construction and sales trailers |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of all significant trees, C.R.Zs, and delineate trees to be removed on plan view |
| <input type="checkbox"/> | <input type="checkbox"/> | Field verified edges reflecting C.R.Z. |

III. Amended Forest Conservation Plan

APPLICABLE NOT

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 2 copies of approved Final FCP with all proposed changes redlined and clouded showing all plan/site revisions, additions/deletions and/or corrections. |
| <input type="checkbox"/> | <input type="checkbox"/> | Any other information the City Forester deems necessary |

COMMON MISTAKES ON FCP'S

- Incomplete application
- Missing significant tree table with required information
- No City of Rockville Tree Planting and Protection Notes
- Root pruning not shown or in wrong location
- Proposed plan does not take into account trees, forest and C.R.Z disturbance
- Incorrect limits of disturbance or does not match Sediment Control Plan
- Tree protection fence not shown or incorrect location
- Plan is not consistent with other City plans.
- Plan is not signed by qualified person.

***Qualified preparer is responsible for checking off all items.**

NOTE: This FCP review period is 45 days from when the application package is completed and accepted by Forestry. Each re-submittal generates another 45 day review period. Applicable re-submittal fees may apply